
**DEPARTMENT
POLICY**

Determine State Emergency Relief (SER) eligibility for the group as a whole. SER groups are the basic unit of SER eligibility. Verify income, assets and potential resources of all group members.

A single SER group consists of persons who occupy the same home. Home means the place where the members of the SER group keep their personal belongings and sleep. A home may be an apartment, a house, a mobile home, or a rented room. Consider a homeless family or group of individuals as a single SER group if they previously lived together in the same home and plan to do so again when they find permanent housing.

A number of SER services have a yearly or lifetime payment limit. This limit is referred to as a cap. All persons who are included in the SER group at the time of approval and who benefit from the payment will have that payment amount included in their individual cap. The cap payments are retained even if the individual moves from one group to another.

**Included Group
Members**

Adults and dependent children who normally live together are in the same SER group. See ERG Glossary for a definition of dependent.

Persons temporarily absent due to illness or employment are also in the same group. For SER burials, the deceased person is an included group member; 18 to 21-year-old children of the deceased parents of the burial group are not.

Note: Group members who are absent from the home for 90 consecutive days or more are not in the SER group.

Note: All members must be included in Bridges.

**Excluded Group
Members**

Do not include the following persons in the SER group.

- Visitors in the home who do not normally live with the SER group.

- Renters who live with the SER group, provided a fair market rental rate is paid. Include the rental income in determining the SER group's eligibility.
- The SER group's landlord, provided the group pays fair market rent to live in the home.

See the most current Fair Market Rents online at <http://www.huduser.org/portal/datasets/fmr.html>.

- A person physically present in the home who claims and verifies that they do not have any responsibility for meeting household emergencies. A person who desires exclusion on this basis has the burden of providing proof of the following:
 - The emergency does not adversely affect the person requesting exclusion.
 - The person will not benefit if the group's application for SER is approved.

Example: A group of five adults share an apartment. The group includes a husband and wife and three unrelated persons. The husband dies, and the wife applies for SER burial assistance. Exclude the other three unrelated persons from the SER group for this service.

VERIFICATION REQUIREMENTS

Verify the SER group's payment of fair market rent by:

- Cancelled checks.
- Money order carbons.
- Landlord's federal or state tax return showing rental income.

LEGAL BASE

Mich Admin Code, R 400.7001 et seq.